



CASA of Liberty/Chambers Counties

Date:

To: DFPS Case Worker

CASA of Liberty/Chambers Counties was appointed as Guardian ad litem for *Case Name*, CV, and has assigned **NAME OF Advocate Coordinator** to serve as the guardian ad litem advocate. A copy of the court order of appointment is available upon request.

The duties and responsibilities, as prescribed by the Texas Family Code 107.002, will be performed by the CASA advocate, under the direct supervision of CASA staff. Your assistance and cooperation with the fulfillment of those responsibilities will be appreciated.

I am also the assigned coordinator and the Guardian ad Litem, until one can be appointed. I am available to you, to answer any questions or to address any concerns. I look forward to working with you.

Sincerely,

NAME, Advocate Coordinator
CASA of Liberty/Chambers Counties
Office # 936-334-9000
Fax # 936-334-9001
Cell #

Cc: DPFS Supervisor
Attorney ad litem
Attorney for parent
District Attorney